



WEBB COUNTY, TEXAS

COMMISSIONERS COURT

PUBLIC NOTICE
COMMISSIONERS COURT MEETING
WEBB COUNTY COURTHOUSE
1000 HOUSTON STREET, 2ND FLOOR
LAREDO, TEXAS 78040
JANUARY 13, 2020
9:00 a.m.

2020 JAN 10 AM 8:36
WEBB COUNTY, TEXAS
MARGIE R. IBARRA
COUNTY CLERK
FILED
BY *[Signature]* DEPUTY

CALL TO ORDER BY THE HONORABLE TANO E. TIJERINA, WEBB COUNTY JUDGE

1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk
2. Pledge of Allegiance/Invocation
3. Discussion and possible action for Approval of Bills, Payroll, and Monthly Reports (Auditor, Treasurer, Human Resources, Risk Management, Tax Assessor-Collector); and any other matters incident thereto.
4. Public Comment - This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member, individually or in a group, will be allowed a total of Three (3) minutes within which to make any/all public comments.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

CONSENT AGENDA: At most meetings, the Commissioners Court establishes a Consent Agenda. It consists of those Agenda Items which are routine or non-controversial, and which neither a member of the Commissioners court has asked to be pulled for discussion. Once the Commissioners Court has established the Consent Agenda, Agenda Items included on it will be voted upon in one vote, and will not be discussed separately unless requested by the County Judge or Commissioners.

The consent agenda has been created in order to give constituents the opportunity to view any and all pertinent backup information with reference to any item in the agenda. The objective of the consent agenda is for all Webb County constituents to be familiar with everyday county business and to demonstrate the transparency and fairness of this Commissioners Court.

The following Agenda Items are of a routine nature, and the Commissioners Court has received supporting materials for consideration. All of these Agenda Items will be passed with one vote without being discussed separately, unless a member of the Commissioners Court or the public requests that a particular Agenda Item be discussed. If so, that Agenda Item will be pulled from the Consent Agenda and discussed as part of the regular Agenda at the appropriate time. One vote will approve the remaining items on the Consent Agenda.

CONSENT ITEMS

5. Auditor

- a. Discussion and possible action to ratify, the following ministerial budget amendment (line item transfer) within Grant funds. **[Requested by Ricardo Rangel, Fire Chief]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2929-3140-001-443000-075	Repairs & Maint.-Vehicles	\$1,683.00	\$1,400	\$1,683.00	\$283.00
To:	2929-3140-001-461000	Materials & Supplies	\$2,561.00	\$1,400	\$1,553.94	\$2953.94

Issue: EMS supplies are needed for ambulance based at the Quad City Fire Station, and line item has insufficient funds.

Solution: Transfer funds from the Repairs & Maintenance- Vehicles line item to cover the cost.

Result: A well stocked unit to respond to emergencies.

- b. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within forfeiture funds. **[Requested by Isidro "Chilo" Alaniz, District Attorney]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2163-2260-001-470000	Capital Outlay	\$84,000	\$50,000	\$84,000	\$34,000
To:	2163-2260-001-457006	Law Enforcement - Other	\$15,000	\$45,000	\$180	\$45,180
	2163-2260-001-458000	Administrative Travel	\$0.00	\$5,000	\$150	\$5,150
				\$50,000		

Issue: Additional funds are needed in the law enforcement - other and the administrative travel accounts to cover projected expenditures.

Solution: Create a line item transfer

Result: The line items will have sufficient funds to cover the projected expenditures.

- c. Discussion and possible action to approve a budget amendment by increasing revenues and expenditures in the amount of \$98,034.10 for new revenues (carryover amount) received for the Engineering Department's Fund No. 3721 CBI Hachar RD Extension. This is required by court policy but does not impact the grant; and therefore, does not require notification to/approval by the funding agency in accordance with Texas Local Government Code Section 111.07075. (Special Budget for Revenue Received after Start of Fiscal Year). The Financial information has been certified by the Auditor's office; and any other matters incident thereto. There is no financial impact to the general fund. **[Requested by Luis Perez Garcia, Engineer]**

Account Number	Account Name	Carried Over Budget
3721-7230-330300	Grant Revenue	\$98,034.10
3721-7230-001-432001	Professional Services	\$98,034.10

Issue: This grant funding is available until September 30, 2020. Newly implemented procedures require year-end balances to be carried over and entered in the system in order to continue the availability of these grant funds during the new fiscal year.

Solution: In order to carry over grant funds, this carry over agenda item must be approved by the court.

Result: Approval of this agenda item for the continued availability of these grant funds.

- d. Discussion and possible action to ratify, by Order, the following budget amendment (line item transfer) within Forfeiture funds. **[Requested by Isidro "Chilo" Alaniz, District Attorney]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2162-2260-001-470000	Capital Outlay	\$50,000	\$10,000	\$16,466	\$6,466
To:	2162-2260-001-457006	Law Enforcement - Other	\$20,000	\$10,000	\$123	\$10,123

Issue: Additional funds are needed in the law enforcement - other account to cover projected expenditures.

Solution: Create a line item transfer.

Result: The line items will have sufficient funds to cover the projected expenditures.

- e. Discussion and possible action to ratify, by Order, the following budget amendment (line item transfers) within Forfeiture funds. **[Requested by Isidro "Chilo" Alaniz, District Attorney]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2160-2260-001-456205	Training & Education	\$6,000	\$2,000	\$4,950	\$2,950
	2160-2260-001-456305	Uniforms	\$15,000	\$4,000	\$13,329	\$9,329
	2160-2260-001-461000	Materials & Supplies	\$5,000	\$1,000	\$6,046	\$5,046
	2160-2260-001-462605	Fuel & Lubricants	\$6,000	\$2,000	\$6,000	\$4,000
	2160-2260-001-464010	Dues & Memberships	\$3,000	\$1,000	\$3,000	\$2,000
				\$10,000		
To:	2160-2260-001-457006	Law Enforcement - Other	\$45,000	\$10,000	\$4,174	\$14,174

Issue: Additional funds are needed in the law enforcement -other account to cover projected expenditures.

Solution: Create a line item transfer.

Result: The line item will have sufficient funds to cover the projected expenditures.

- f. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within Grant funds to cover deficit from Unemployment Tax Account in the amount of \$174.00. **[Requested by Martin Cuellar, Webb County Sheriff]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	2906-3010-001-425000	Unemployment Tax	\$853	\$174	\$272.89	\$98.89
To:	2906-3010-001-423000	Retirement County Share	\$11,958	\$138	\$(137.05)	\$.95
	2906-3010-001-426000	Worker Compensation	\$3,103	\$36	\$(35.88)	\$0.12
				\$174		

Issue: Requesting a line item transfer to clear deficit within the LDO PD HIDTA Task Force Grant.

Solution: Monies will clear deficit.

Result: Monies will be available to cover negative balance.

- g. Discussion and possible action to amend, by Order, the FY2020 carryover budget for fund 2465 – 2018 Operation Stonegarden Grant; and any other matters incident thereto. The carryover budget was originally based on estimates as of August 2019. **[Requested by Martin Cuellar, Webb County Sheriff; Grant #2465]**

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
Grant Revenue	2465-3010-330300	Grant Revenue	\$2,184,552	\$126,695.42	\$1,079,840.42	\$1,206,535.84
Co. Atty. Inv.	2465-2270-001-413000	Overtime	\$56,985	\$(1,788.80)	\$25,728.48	\$23,939.68
	2465-2270-001-422000	Fica County Share	\$4,360	\$(137.07)	\$1,969.12	\$1,832.05
	2465-2270-001-423000	Retirement County Share	\$6,589	\$(206.72)	\$2,975.72	\$2,769.00
	2465-2270-001-425000	Unemployment Tax	\$399	\$(12.25)	\$179.94	\$167.69
	2465-2270-001-426000	Worker Compensation	\$1,710	\$(53.94)	\$772.59	\$718.65
Sheriff's O.	2465-3010-001-413000	Overtime	\$1,005,931	\$98,253.39	\$273,147.35	\$371,400.74
	2465-3010-001-422000	Fica County Share	\$76,954	\$7,517.05	\$20,895.51	\$28,412.56
	2465-3010-001-423000	Retirement County Share	\$116,285	\$11,357.90	\$31,575.45	\$42,933.35
	2465-3010-001-425000	Unemployment Tax	\$7,042	\$688.10	\$1,912.12	\$2,600.22
	2465-3010-001-426000	Worker Compensation	\$30,178	\$2,947.35	\$8,194.48	\$11,141.83
C.P. 1	2465-3150-001-413000	Overtime	\$122,054	\$1,222.23	\$38,531.75	\$39,753.98
	2465-3150-001-422000	Fica County Share	\$9,337	\$93.35	\$2,947.71	\$3,041.06
	2465-3150-001-423000	Retirement County Share	\$14,110	\$141.49	\$4,454.67	\$4,596.16
	2465-3150-001-425000	Unemployment Tax	\$854	\$8.25	\$269.68	\$277.93
	2465-3150-001-426000	Worker Compensation	\$3,662	\$37.19	\$1,155.77	\$1,192.96
C.P. 3	2465-3160-001-413000	Overtime	\$52,200	\$(1,980.18)	\$11,297.07	\$9,316.89
	2465-3160-001-422000	Fica County Share	\$3,993	\$(151.43)	\$863.88	\$712.45
	2465-3160-001-423000	Retirement County Share	\$6,035	\$(228.54)	\$1,306.26	\$1,077.72
	2465-3160-001-425000	Unemployment Tax	\$365	(\$14.11)	\$78.99	\$64.88
	2465-3160-001-426000	Worker Compensation	\$1,566	\$(59.87)	\$339.38	\$279.51

C.P. 4	2465-3170-001-413000	Overtime	\$115,199	(\$2,546.08)	\$42,368.28	\$39,822.20
	2465-3170-001-422000	Fica County Share	\$8,813	(\$194.88)	\$3,241.48	\$3,046.60
	2465-3170-001-423000	Retirement County Share	\$13,318	(\$294.45)	\$4,898.89	\$4,604.44
	2465-3170-001-425000	Unemployment Tax	\$806	(\$18.34)	\$296.72	\$278.38
	2465-3170-001-426000	Worker Compensation	\$3,456	(\$76.82)	\$1,271.51	\$1,194.69
C.P. 2	2465-3180-001-413000	Overtime	\$130,535	\$2,225.71	\$60,440.19	\$62,665.90
	2465-3180-001-422000	Fica County Share	\$9,986	\$170.49	\$4,623.54	\$4,794.03
	2465-3180-001-423000	Retirement County Share	\$15,090	\$257.04	\$6,987.29	\$7,244.33
	2465-3180-001-425000	Unemployment Tax	\$914	\$15.51	\$423.40	\$438.91
	2465-3180-001-426000	Worker Compensation	\$3,916	\$66.82	\$1,813.08	\$1,879.90
	2465-3180-001-462605	Fuel & Lubricants	\$6,000	\$2,016.34	\$3,250.00	\$5,266.34
Dispatchers	2465-4070-001-413000	Overtime	\$60,724	\$3,721.55	\$18,235.13	\$21,956.68
	2465-4070-001-422000	Fica County Share	\$4,645	\$284.82	\$1,394.42	\$1,679.24
	2465-4070-001-423000	Retirement County Share	\$7,020	\$430.38	\$2,108.11	\$2,538.49
	2465-4070-001-425000	Unemployment Tax	\$425	\$26.25	\$127.35	\$153.60
	2465-4070-001-426000	Worker Compensation	\$1,822	\$112.08	\$546.93	\$659.01
M&A	2465-5150-001-413000	Overtime	\$8,136	\$2,327.12	\$2,221.54	\$4,548.66
	2465-5150-001-422000	Fica County Share	\$622	\$177.35	\$170.22	\$347.57
	2465-5150-001-423000	Retirement County Share	\$941	\$268.92	\$257.41	\$526.33
	2465-5150-001-425000	Unemployment Tax	\$57	\$16.68	\$15.21	\$31.89
	2465-5150-001-426000	Worker Compensation	\$244	\$75.54	\$ 77.79	\$153.33

Issue: Remaining amounts from FY2019 budget need to be included in the carryover budget for FY2020 in fund 2465 .

Solution: Approve the budget amendment to include the remaining amounts from FY2019 in FY2020.

Result: Fund balances will include the total amount remaining from previous year and reflect available grant funds for FY2020

- h. Discussion and possible action to approve, by Order, the ratification of Fiscal Year 2019 budget amendments; necessary to process year-end invoices or services rendered on or before September 30, 2019; and any other matters incident thereto. **[Requested by Rafael Perez, County Auditor]**

Issue: Various departments and offices depleted funds within departmental budget line items; nonetheless, multiple invoices were received for goods or services after the fiscal year-end which required apply date of FY 2019.

Solution: In order to process year-end transactions and pay invoices, funding was identified as approved by Commissioners Court on September 23, 2019, to allow Auditors Office and Budget Officers to enter and post budget amendments.

Result: Funds were transferred to cover pending invoices and properly classify the expenses in FY 2019.

- i. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within Forfeiture funds. **[Requested by Martin Cuellar, Sheriff]**

	Acct. Number	Acct. Name	Request	Current	End Bal.
From:	2153-259700	Fund Balance	\$2,800		
To:	2153-3010-001-413000	Overtime	\$1,500	\$760.27	\$2,260.27
	2153-3010-001-422000	FICA County Share	\$500	\$3,833.41	\$4,333.41
	2153-3010-001-423000	Retirement	\$500	\$5,819.76	\$6,319.76
	2153-3010-001-425000	Unemployment	\$100	\$360.04	\$460.04
	2153-3010-001-426000	Workers Comp	\$200	\$1,477.83	\$1,677.83
			\$2,800		

Issue: To cover Shortfall worked under USM, ICE, & OCDEF.

Solution: Budget increase from Forfeiture fund balance to cover fringe benefits.

Result: Monies will be available to cover shortfall.

- j. Discussion and possible action to approve the following increase the fund balance for account 2724 Law Enforcement Officer Standard and Education (LEOSE) from Texas Comptroller of Public Accounts in the amount of \$31,333.47 within Special Revenue Funds; and any other mater incident thereto. **[Requested by Martin Cuellar, Webb County Sheriff]**

	Acct. Number	Acct. Name	Carry Over Budget
From:	2724-259700	Fund Balance	\$31,333.47
To:	2724-4070-001-456205	Training & Education	\$31,333.47

Issue: Increase of expenditure budget under Training and Education will allow the Webb County Sheriff's office to utilize training courses that are needed for law enforcement officials.

Solution: Seek authorization from the court to increase/carry over the budget for Training and Education.

Result: The Sheriff's Office will have funds available for Training and Education.

6. Casa Blanca Golf Course

- a. Discussion and possible action to ratify, by Order, the following budget amendment (line item transfer) within Golf Course funds:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	7100-6110-001-461005-035	Merchandise COS Equipment	\$13,600	\$2,500	\$10,770	\$8,270
To:	7100-6110-001-461005-030	Merchandise COS Shoes	\$0-	\$2,500	\$0-	\$2,500

Issue: This line-item transfer is to fund the Shoes cost sales account- the Golf Course is having more success in shoe sales than originally anticipated.

Solution: Transfer as requested above.

Result: There will be sufficient funds in all budget line-item transfers to pay requested items.

- b. Discussion and possible action to ratify the following budget amendment (line item transfer) within the Golf Course Fund:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	7100-6110-001-461005-035	Merchandise- Equipment	\$13,600	\$2,500	\$10,770	\$8,270
To:	7100-6110-001-461005-030	Merchandise- Shoes	\$0	\$2,500	\$0	\$2,500

Issue: This line item transfer is to fund the Shoes cost of sales account – the golf course is having more success in shoe sales than originally anticipated.

Solution: Transfer as requested above.

Result: There will be sufficient funds in all budget line items to pay requested items.

- c. Discussion and possible action to ratify, by Order the following budget amendments (line item transfers) within the Golf Course Fund:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	7100-6110-001-461005-020	Merchandise- Women's	\$1,020	\$949	\$949.44	\$0.44
	7110-6110-001-461005-025	Merchandise- Head wear	\$3,400	\$1,000	\$2,236.97	\$1,236.97
	7100-6110-001-461005-035	Merchandise- Equipment	\$13,600	\$551	\$4,941.47	\$4,390.47
				\$2,500		
To:	7100-6100-001-461005-040	Merchandise- Accessories	\$3,400	\$2,500	\$19.55	\$2,519.55

Issue: These line items transfers are to fund the Accessories cost of sales account. Overall golf course merchandise sales in the first quarter of fiscal 2020 were 43% of the total year revenue budget thus resulting in depletion of certain accounts. The goal is to have these changes accommodate cost of sales needs through the end of February at which time we will likely propose an increase in the cost of sales budget commensurate with the overall revenue increase achieved through February.

Solution: Transfer as requested above.

Result: There will be sufficient funds in all budget line items to pay requested items.

7. Civil Legal Division

- a. Discussion and possible action to authorize Webb County to execute an Order of Acceptance for the dedication of THIRTEEN (13) Roadway Right-of-Way and/or Public Utility Easements out of the Ranchitos Los Arcos, Ranchitos Los Fresnos, Ranchitos Los Nopalitos, & La Presa Subdivisions, for the purpose of acquiring these necessary easements by Webb County to perform road maintenance and improvements in order to facilitate transportation needs for residents including emergency medical services and school bus pickups for students, and for use, extension and/or provision of proper drainage, and/or utility services; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. **[Requested by Luis Perez Garcia, Webb County Engineer]**

Ranchitos Los Arcos Subdivision	
Property	Grantor(s)
Lot 109	Ramon Madrigal & Maria Juana Medina

Ranchitos Los Fresnos Subdivision	
Property	Grantor(s)
Lots 26 & 27	Carlos David Saucedo

Lots 28, 50, 51, & 52	Victor M. Cazares & Eliza Cazares Bravo
Lot 33	Juan Jose Mondragon & Abigail Mondragon

Ranchitos Los Nopalitos Subdivision	
Property	Grantor(s)
Lot 44	Sylvia N. Salazar, Oscar Salazar, Jr., Nikki R. Salazar & Elizabeth M. Meza
Lots 56 & 57	Laura E. Moreno, Sylvia M. Rodriguez, Juan A. Moreno, Jr., Bertha M. De La Rosa, Carlos Moreno, Victor Moreno & Fernando Moreno
Lot 68	Francisco Bonilla & Virginia Bonilla

La Presa Subdivision	
Property	Grantor(s)
Any Interest in 2.4908 acre tract (1-11)	Luciano Gallardo

- b. Discussion and possible action to authorize Webb County to execute an Order of Acceptance for the dedication of NINE (9) Roadway Right-of-Way and/or Public Utility Easements out of the La Presa Subdivisions, for the purpose of acquiring these necessary easements by Webb County to perform road maintenance and improvements in order to facilitate transportation needs for residents including emergency medical services and school bus pickups for students, and for use, extension and/or provision of proper drainage, and/or utility services; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. **[Requested by Luis Perez Garcia, Webb County Engineer]**
- c. Discussion and possible action to approve a minor boundary modification application for expansion of City of Laredo's Foreign Trade Zone (F.T.Z.) No. 94, with the Foreign Trade Zone Board/U.S. Dept. of Commerce as requested by F.H. Interamerica, LL.C, a Texas Limited Liability Company and the City of Laredo by adding Lot Number 4, Block 1, International Trade Center, Unit I, City of Laredo, Texas and commonly known as 4430 Trade Center Blvd., Laredo, Webb County, Texas 78045, to F.T.Z. No. 94, for approval by Webb County, and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. **[Requested by F.H. Interamerica, LLC/City of Laredo]**
- d. Discussion and possible action to approve a (6) month (February 1, 2020 to August 31, 2020) professional services agreement between Sigifredo Gonzalez, Jr. and the Webb County Sheriff's Office at a rate of One Thousand Five Hundred Dollars a month (\$1,500.00), to provide specialized training for law enforcement personnel and other law enforcement services, pursuant to 262.024(a)(4) of the Texas Local Government Code in an amount not exceed \$9,000 dollars; and authorizing the Webb County Judge to sign all relevant documents and any matters incident thereto. **[Account #2152-3010-001-432001 forfeiture funds (Professional Services)]**
- e. Discussion and possible action to enter into a twelve (12) month (Jan 1, 2020 through December 31, 2020) service agreement between Rochester Armored Car Co., Inc. and Webb County on behalf of Webb County Justice of the Peace Pct. 4 (The Honorable Jose R. Salinas) for armored car services, with respect to bank deposits, for a total amount not to exceed Two Thousand Sixty-One Dollars and Ninety-Six cents (\$2,061.96), subject to annual budget appropriations and authorizing the County Judge to sign and execute all relevant documents and any other matters incident thereto. **[Requested by Honorable Jose R. Salinas, Justice of the Peace Pct. 4; Account #001-2180-001-456005]**

- f. Discussion and possible action to approve an advertising contract between Lamar Advertising of Laredo and Webb County for the District Attorney for the service dates of January 18, 2020 through January 15, 2021 in the amount of Twenty Six Thousand Six Hundred Fifty Dollars (\$26,650.00) for various public service announcements. There is no financial impact on the general fund. **[Requested by District Attorney Isidro Alaniz, Account #2163-2260-001-457006 (Law Enforcement – Other)]**
- g. Discussion and possible action to approve a reimbursement agreement between Webb County District Attorney's Office and the United States Marshals Services for overtime expenses. The period of performance for this agreement is October 1, 2019 through September 30, 2020. The District Attorney's office will receive and amount not to exceed \$16,000.00, in support of Joint Law Enforcement Operations - Project JLEOTFS4. Applicable estimated fringe benefits in the amount of \$3,700 associated with this overtime will be covered using state forfeiture funds. This cooperative agreement will continue to have no impact on the general fund. **[Requested by Isidro Alaniz, District Attorney; Fund #2580 - US Marshals-District Attorney]**
- h. Discussion and possible action to authorize the Sheriff to sign an advertising proposal and approve payment to Gray Television, Inc. for Public Service Announcements for the Webb County Sheriff's Office in the amount of Three Thousand Dollars (\$3,000.00). There is no financial impact to the General Fund. **[Requested by Sheriff Martin Cuellar, Account #2151-3010-001-454000-030 (State Forfeiture Funds)]**
- i. Discussion and possible action to authorize the Sheriff to sign an advertising proposal and approve payment to Noticias en la Frontera for Public Service Announcements for the Webb County Sheriff's Office in the amount of One Thousand Dollars (\$1,000.00). There is no financial impact to the General Fund. **[Requested by Sheriff Martin Cuellar, Account #2151-3010-001-454000-030 (State Forfeiture Funds)]**
- j. Discussion and possible action to authorize the Sheriff to sign an advertising proposal and approve payment to The Timoshenkov News for Public Service Announcements for the Webb County Sheriff's Office in the amount of One Thousand Five Hundred Dollars (\$1,500.00). There is no financial impact to the General Fund. **[Requested by Sheriff Martin Cuellar, Account #2151-3010-001-454000-030 (State Forfeiture Funds)]**
- k. Discussion and possible action to authorize the Sheriff to sign an advertising proposal and approve payment to Mundo Publicitario for Public Service Announcements for the Webb County Sheriff's Office in the amount of Four Thousand Five Hundred Dollars (\$4,500.00). There is no financial impact to the General Fund. **[Requested by Sheriff Martin Cuellar, Account #2151-3010-001-454000-030 (State Forfeiture Funds)]**
- l. Discussion and possible action for Webb County to enter into a One (1) year (November 1, 2019 through October 31, 2020) Lease Agreement between the Laredo Housing Authority and Webb County Head Start regarding lease space located at 2801 Ireland, Laredo, Texas (Magic Corner) at a monthly cost of Six Hundred Fifty Dollars (\$650.00) and a total cost of Seven Thousand Eight Hundred Dollars (\$7,800.00) over the term of the agreement and authorizing the County Judge to execute all relevant documents and any other matters incident thereto. **[Requested by Aliza Oliveros, Webb County Head Start Director; Account #2357-5200-531-444100 (Space Rental)]**
- m. Discussion and possible action to enter into a one (1) year (January 1, 2020 thru December 31, 2020) Customer Support Agreement with Holt Power Systems for maintaining the service generator located at the Webb County Juvenile Justice Alternative Education Program (JJAEP) in the amount of Five Thousand Five Hundred Five Dollars (\$5,505.00), and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. **[Requested by Gerardo Liendo, Interim Webb County Juvenile Probation Department Director; Account #2827-2450-001-443000-020]**

- n. Discussion and possible action to enter into a one (1) year (January 1, 2020 thru December 31, 2020) Customer Support Agreement with Holt Power Systems for maintaining the service generator located at the Webb County Juvenile Detention Center (WCJDC) in the amount of Seven Thousand Four Hundred Fifty-Five Dollars (\$7,455.00), and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. **[Requested by Gerardo Liendo, Interim Webb County Juvenile Probation Department Director; Account #1001-2450-001-443000-020]**
- o. Discussion and possible action to authorize the modification, posting, and filling of the following slots within the Webb County District Clerk's Office; subject to approval by Civil Service Commission, availability of payroll funds and any applicable Civil Service guidelines, and any other matters incident thereto, effective January 13, 2020. **[Requested by Esther Degollado, District Clerk]**

	<u>Slot#</u>	<u>Title</u>	<u>Hourly Rate</u>
From:	278	Senior Deputy District Clerk	\$15.15 12/A
To:		Senior Deputy District Clerk (Jury Room)	No Change
From:	300	Deputy District Clerk (Jury Room)	\$14.42 11/A
To:		Deputy District Clerk	No Change

Issue: The District Clerk's Office would like approval to modify the job descriptions for the above mentioned slots in an effort to qualify more candidates.

Solution: Approval will allow the job descriptions to accurately reflect the current job duties being performed.

Result: The filling of the positions will allow the department to run effectively and efficient.

- p. Discussion and possible action to enter into a Services Agreement between AdComp Systems, Inc. and Webb County for the Water Utilities Department to collect utility payments through telephonic means. The term of the agreement shall be for one (1) year, commencing on the date of the first Live transaction through the Service provided at a cost of Seventy Five (.75) cents per call/transaction over the term of the agreement, authorizing the County Judge to sign and execute all relevant documents, and any other matters incident thereto.
- q. Discussion and possible action to enter into a two (2) year contract with US Corrections, LLC for prisoner transportation services effective December 2, 2019 through September 30, 2021 as awarded pursuant to RFP 2020-002 and any matters incident thereto; authorizing the County Judge to sign all relevant documents. **[Requested by Sheriff's Department, Account 1001-4070-001-458040-Special Travel]**

8. **Community Action Agency**

- a. Discussion and possible action to authorize the Webb County Community Action Agency to enter into annual vendor agreements with Retail Energy Providers (listed below) for the implementation of the Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP). These vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement for the implementation of the programs.

List of Retail Energy Providers

Medina Electric Cooperative, Inc.
Tara Energy
Just Energy
First Choice Power
Direct Energy

Champion Energy Services, LLC
Cirro Energy
Ambit Energy
Veteran Energy LLC
Green Mountain Energy
AP Gas & Electric
Stream SPE, LTD DBA

Issue: The Webb County CAA will enter into an annual vendor agreement with Retail Energy Providers for the implementation of the Community Services Block Grant (CSBG) and the Comprehensive Energy Assistance Program (CEAP).

Solution: These vendor agreements are a Texas Department of Housing and Community Affairs (TDHCA) requirement.

Result: The Texas Department of Housing and Community Affairs (TDHCA) will provide funding to be used for payment of qualifying low income clients home energy expenses.

9. **Honorable Victor Villarreal, County Court at Law 2 Judge**

- a. Discussion and possible action to approve the 2019-2020 budget for the Webb County Court at Law 2 DWI Court Program, associated with Substance Abuse and Mental Health Services Administration (SAMHSA) Grant Award Number 1H79TI081049-01, Funding Opportunity Number TI-18-008, authorizing the County Judge to sign all relevant documents, and all other matters incident thereto. There is no impact to the County budget. All required documents were sent for review through the Economic Development Department and the budget and award are compliant with the Webb County Single Point of Contact (SPOC) procedures. The total grant award will be budgeted into fund Account #2356 with sub-accounts for Payroll, Health Insurance, FICA, Retirement, Unemployment, Workers Compensation, Professional Services, Contractual (SCAN), Administrative Travel, Materials & Supplies, and Other. Amounts are subject to change according to changes in Webb County rates. In the event of such changes, line item transfers will be requested and executed, and a new detailed budget will be submitted for the Commissioners Court review and approval.

Issue: The approval of the budget by the Commissioners Court is required in order to have the Auditor's Office key in amounts under the corresponding fund account and sub-accounts.

Solution: The Commissioners Court approving the budget as submitted to, and approved by, SAMHSA.

Result: The County Court at Law 2 DWI Court Program will be able to continue to provide services and operate fully.

10. **Honorable Jose "Pepe" Salinas, Justice of the Peace Pct. 4**

- a. Discussion and possible action to authorize the purchase of computer hardware/software to include barcode/document scanners and multi-functional printers for the Office of Justice of the Peace Pct. 4, Judge Jose "Pepe" Salinas, pursuant to Article 102.0173 of the Texas Criminal Traffic Judicial Code of Criminal Procedure and in accordance with Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing program in an amount not to exceed \$8,400.00. **[Account #2009-2180-001-460105 (Court Technology Fund - Requested by Jose R. Salinas, JP Pct. 4; Administration Minor Tools & Apparatus)]**

Issue: The Webb County Purchasing Policy and the Texas Code of Criminal Procedure requires Commissioners Court to authorize the use of funds from the Technology Fund. Justice of the Peace Pct. 4 Office is requesting funding to purchase the allowable items permitted by law such as computer and related technological enhancements for operational use.

Solution: Authorize the purchase of allowable technology items in an amount not to exceed the projected budget listed in the subject area utilizing cooperative vendors.

Result: Proceed with approved items and initiate the request to purchase the requested item for Justice of the Peace, Pct. 4 Office.

11. Honorable Adrian Cortez, Constable Pct. 3

- a. Discussion and possible action to approve the purchase of one (1) 2020 Ford F150, 4X4 Police Pursuit Truck from Holiday Ford (DBA Johnson Grayson Automotive, Inc.) in the amount not to exceed \$54,822.00 and a APX All Band MP Mobile radio from RZ Communications in the amount not to exceed \$5,809.21. Pursuant to Texas Local Government Code Section 271.101 and 271.102, Subchapter F. Cooperative Purchasing Programs, State of Texas Buy-Board #524-17, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. **[Account #2465-3160-001-47000 Operation Stonegarden Grant 2018]**

Issue: Police Pursuit Unit and mobile radio were funded for purchase through 2018 Operation Stonegarden Grant awarded to Constable Pct. 3.

Solution: Approval of purchase will authorize Constable Pct 3 to start process to order new Police Pursuit Unit and radio.

Result: Purchase order will be forwarded to Holiday Ford (DBA: Johnson Grayson Automotive, Inc.) and RZ Communications for official purchase.

12. Economic Development

- a. Discussion with possible action to ratify and authorize the Economic Development Department to assist the Webb County District Attorney in the submission of an Office of the Governor, Public Safety Office District Attorney Testing of Forensic Evidence, FY 2020 in the amount of \$97,500 to cover the costs of forensic evidence exams for the most serious crimes; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant application does not require a cash match; thus, will have no impact to the general fund. All required documents were sent for review through the Economic Development Department and the solicitation is compliant with the Webb County Single Point of Contact (SPOC) procedures. **[Requested by Isidro "Chilo" Alaniz, District Attorney]**

Issue: As defined in the Texas Code of Criminal Procedures, Section 38.35 governs the admissibility of forensic evidence in a court of law. The section defines "Forensic Analysis" as an expert examination or test performed on physical evidence. The purpose of the exam is to determine whether a connection exists between said physical evidence and an individual accused of a crime through the testing of DNA and Non-DNA Forensic Testing.

Solution: Ratify the submission of the grant application.

Result: The funding will cover the cost associated with forensic analysis of physical evidence. This would enable the prosecution to use forensic science with the objective to seek justice for victims of crime.

- b. Discussion and possible action to accept a grant award in the amount of \$30,170.26 (OAG Contract No. 2004273) for the Fiscal Year (FY) 2020 Statewide Automated Victim Notification Service (SAVNS) from the Office of the Texas Attorney General (OAG) for the automated notification of crime victims for a period of Twelve (12) months beginning on September 1, 2019, through August 31, 2020, for a total amount of Thirty Thousand One Hundred Seventy Dollars and Twenty-Six Cents (\$30,170.26) and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. There is no cash match; and, thus, there is no impact to the general fund. All required documents were sent for review through the Economic Development Department and the solicitation

is compliant with the Webb County Single Point of Contact (SPOC) procedures. **[Requested by Martin Cuellar, Sheriff; Fund 2712 (Texas SAVNS Contract)]**

Issue: In the past decades, many crime victims, such as victims of sexual assault and domestic violence, were unaware if their respective crime perpetrators were able to post bail and released from the corrections system. In late 1993, one particular victim who had been raped, assaulted, and stalked in Jefferson County was unaware that her former boyfriend had been released and was subsequently ambushed by him after she left work. She was shot Seven (7) times at point blank range and killed on that day, her 21st birthday.

Solution: As a result of community outrage, an automated telephone notification system for crime victims and other concerned citizens was instituted: Victim Information and Notification Everyday (VINE) Service. This nationwide system is funded for Texas counties through the Texas Office of the Attorney General (OAG) and is currently utilized by Webb County.

Result: The crime victims of Laredo/Webb County can enroll in this program and will be provided with automated notification upon an offender's custody status change, such as release, transfer, and/or relevant district court dates.

- c. Discussion and possible action to authorize the submission of a grant application as developed, written, and submitted by and for the Webb County Sheriff's Office to the Office of the Governor Criminal Justice Division in the amount estimated at \$65,010 for overtime and applicable fringe benefits for members of the Mental Health Unit to provide mental health services, including commitments, executions of court orders, and transports to mental health facilities; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any type of match; and, thus will have no impact to the general fund. All required documents were sent for review through the Economic Development Department and the solicitation is compliant with the Webb County Single Point of Contact (SPOC) procedures. **[Requested by Martin Cuellar, Webb County Sheriff; Grant Fund #2738]**

Issue: The local Laredo/Webb County community continues to constitute a medically and mental health underserved area, which requires mentally ill youth and adults to travel to out-of-town facilities in order to receive these needed mental health services

Solution: Grant application to provide overtime and applicable fringe benefits for the members of the Mental Health Unit to transport mental health patients to these out-of-town facilities so that they may receive the care that they require.

Result: Grant funding will allow members of the Mental Health Unit to undertake complex and time consuming activities and requirements, including execution of court orders, mental health commitments, and the actual transports to out-of-town mental health facilities, so that the mentally ill patients, their families, and the overall community can be better served.

- d. Discussion and possible action to approve the submission of a Juvenile Justice Program grant application as developed, written, presented, and submitted by the Office of the Justice of the Peace, Pct. 4, Place 1 in collaboration with the Webb County Sheriff's Office in the amount estimated at \$80,000 for the continued payment of salary/fringe benefits of a juvenile case manager, equipment, training/travel, and supplies costs for the juvenile delinquency case manager in order to divert at-risk juveniles from entering the juvenile justice system in Laredo/Webb County; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any cash match; and, thus, there will be no impact to the general fund. All required documents were sent to the Economic Development Department and were found in compliance with the Single Point of Contact (SPOC) policy. **[Requested by Jose R. Salinas, Justice of the Peace, Pct. 4, Place 1; Grant Fund #2734]**

Issue: Juvenile delinquency is a nationwide problem that negatively affects not only the delinquent youth and their families but also adversely impacts schools, neighborhoods, and the local community

at large. In addition, youth at-risk for juvenile delinquency who enter into the juvenile justice system tend to face limited future career, educational, and other socio-economic prospects, especially in the South Texas area.

Solution: Grant application to provide additional services, including equipment, training/travel, and supplies, in order to provide prevention, diversion, and intervention strategies through the court of the Justice of the Peace, Precinct 4 in Laredo/Webb County area.

Result: Increased focus on diversion strategies to steer at-risk juveniles from the juvenile and criminal justice system.

- e. Discussion and possible action to authorize the submission of a grant application as developed, written, and submitted by and for the Webb County Sheriff's Office to the Office of the Governor Criminal Justice Division in the amount estimated at \$72,000 for portable radio equipment, software, and supplies; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require any type of match; and, thus will have no impact to the general fund. All required documents were sent for review through the Economic Development Department and the solicitation is compliant with the Webb County Single Point of Contact (SPOC) procedures. **[Requested by Martin Cuellar, Webb County Sheriff]**

Issue: Since the tragedy of 9/11, the urgent need for expanded and enhanced interoperable communications for first responders in the United States was understood to help save the lives of both first responders and the citizens they serve.

Solution: Grant application for the acquisition of interoperable equipment utilizing to provide enhance interoperable communications for the Webb County Sheriff's Office.

Result: The Webb County Sheriff's Office will have increased interoperability capacities.

13. **Engineering**

- a. Discussion and possible action to approve the following posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, as we as any an all Way Plan Policies, effective January 13, 2020; and any other matters incident thereto.

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
1741	Engineering Project Manager	\$57,008.78 - 63,752.47 A-J

Issue: Slot #1741 is currently vacant.

Solution: The position will be offered internally within county departments.

Result: Promotion from within will result in a complete staff.

14. **Ernesto J. Salinas Community Center**

- a. Discussion and possible action to accept two donations from Bruni C.I.S.D. in the amount of One hundred dollars (\$100) and a gift card from Hillcorp Corp in the amount of three hundred dollars (\$300) to the Ernesto J. Salinas Community Center for goods for public events, and any other matters incident thereto.

Issue: Bruni C.I.S.D. and Hillcorp Corp have given donations to E.J. Salinas Community Center, and as required by the court, a request is being submitted to accept the funds donated.

Solution: Approving donation to add funds available to community Center.

Result: Donations will help with costs and expenses incurred for goods for public events.

15. Fire Suppression & EMS Services

- a. Discussion and possible action to accept a donation from Electric Transmission Texas, LLC (ETT) as per Local Government Code 81.032, in the amount of \$2,000.00, to be utilized in the following line items: Dues, Uniforms, and Materials & Supplies; and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. **[Accounts #1001-3140-001-464010 (Dues & Memberships), #1001-3140-001-456305 (Uniforms) and #1001-3140-001-461000 (Materials & Supplies)]**

Issue: Donation check issued by Electric Transmission Texas, LLC to support the mission of the Webb County Volunteer Fire Department.

Solution: Deposit money accordingly, \$350 into dues & memberships, \$1000 into uniforms, and \$650 into materials & supplies.

Result: Continue working relationship with ETT, meet department needs, and purchase needed equipment.

- b. Discussion and possible action to accept a donation from Enterprise Texas Pipeline, LLC as per Local Government Code 81.032, in the amount of \$1,000.00, to be utilized in the purchase of minor tools (personal protective gear) for firefighters; and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. **[Account #1001-3140-001-460105 (Minor Tools and Apparatus)]**

Issue: Donation check issued by Enterprise Texas Pipeline, LLC to support the mission of the Webb County Volunteer Fire Department.

Solution: Deposit money accordingly, \$1,000.00 into minor tools and apparatus.

Result: Continue working relationship with Enterprise Texas Pipeline, LLC, meet department needs, and purchase needed equipment.

- c. Discussion and possible action to approve a construction contract between Webb County and Romo Contractors, LLC, pursuant to prior award of Webb County Request for Proposal "RFP 2020-001, entitled "Botines Fire Station Fencing Project", in the amount of \$68,000.00, and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto.

16. Head Start Disclaimer: All Head Start monies are 100% Federal funds

- a. Discussion and possible action to approve the "Annual Report to the Public" for the 2018 - 2019 Program Year and to make available to the public via the Head Start web page at <http://www.webbcountytexas.gov/HeadStart/>.

17. Pre-Trial Services

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines:

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2095	Administrative Clerk	\$13.07-\$13.73 - 9/A-9/E

Issue: The previous staff member to hold this slot was promoted as of 12/4/2019. The slot is vacant.

Solution: Posting and filling the slot will grant our office the assistance it required to operate productively.

Result: The result will be an effective and productively office.

18. **Purchasing**

- a. Discussion and possible action to authorize the Purchasing Agent to process surplus and/or salvage property in accordance with the Texas Local Government Code, Section 263.152 (Disposition) and to publish notice to public as per Local Government Code Section 263.153 (Notice) for surplus and/or salvage property being auctioned.

Issue: Excess County property that either is salvage property because of time, accident, or any other cause is so worn, damaged, or obsolete that it has no value for the purpose it was originally intended for and/or surplus property that that is no longer needed by the department and may have some usefulness for the purpose it was intended and would be transferred for use by another County department or auctioned online to the general public and/or donated as permitted by law.

Solution: Attempt to sell the County surplus or salvage property by competitive bids or auction, dispose or destroy property that cannot be sold through auction and/or competitive bids because it has deemed worthless or dispose through and/or competitive bids because it has deemed worthless or dispose through a recycling program under which property is collected, separated, or processed and returned to use in the form of raw materials of new products.

Result: Generate revenue from sale of property, reduce County expenditures by transferring surplus property to other departments and make room for future assets turned in by County departments.

- b. Discussion and possible action to authorize the Purchasing Agent to seek Requests for Proposals for experienced vendors to provide multi-function digital copiers/printers and related maintenance and support services for up to five (5) years effective October 1, 2020.

Issue: Majority of copier agreements will be terminating September 30, 2019 for county departments. Seek competitive proposals to ensure Webb County is provided quality services and best price for monthly installments for digital copiers/printers to include maintenance and support services.

Solution: Authorize the Purchasing Agent to seek competitive proposals from experienced vendors.

Result: Secure competitive proposals, score and return with a recommended proposal with highest ranking score for award.

- c. Discussion and possible action to accept the rankings and award Request for Qualifications (RFQ) 2020-003 "Architectural Services for Constable Pct. 4 Building" to the highest ranking firm JHS Architect, Inc. and to further authorize the Civil/Legal Department to negotiate the terms and conditions of agreement and all necessary fees. **[2019A Bond Series; Account #3870-3170-001-474501 (Construction In Progress)]**

Company Name	1	2	3	Total Score	Ranking
JHS Architect Inc.	79	93	91	263	1
McCall and Associates	82	84	81	247	4
Redline Architecture LLC	84	91	84	259	3
Sepulveda Associates Architects Inc.	71	86	88	245	5
Slay Architecture	92	84	84	260	2

Issue: Commissioners Court authorized the use of Bond money to design and construct a new law enforcement building for Constable Pct. 4.

Solution: The Webb County Purchasing Agent was authorized to solicit RFQ for this project. Five (5) firms officially submitted and JHS Architect Inc. is the highest ranking firm.

Result: Proceed with the highest ranking firm and finalize an architectural services contract in order to proceed with design, preparation of construction documents and construction phase administration.

19. Honorable Martin Cuellar, Sheriff

- a. Discussion and possible action to authorize the following change in job title/job description for Slot #550 after vacancy of slot by current employee and submission to the Civil Service Commission for approval of new job title/description; and, following approval by the Civil Service Commission and in compliance with any applicable Webb County personnel policies/Civil Service Commission guidelines, and subject to availability of payroll funds, the posting and filling of said slot with new job title/description; and any other matters incident thereto.

Slot #		Title	Hourly Rate
550	From:	Community Affairs Clerk	\$13.07-9/A
550	To:	Cook	\$11.84-7/A

Issue: The Webb County Sheriff's Office seeks to convert one position from a Community Affairs Clerk to a Cook due to a need for more kitchen staff at the Webb County Jail.

Solution: Request authorization from the Webb County Commissioners' Court and the Webb County Civil Service Commission to change the job title and description.

Result: The Webb County Sheriff's Office will be better able to meet its obligations and mandated jail standards.

- b. Discussion and possible action to approve the job description modification; subject to any applicable Civil Service guidelines and approvals, effective immediately after Webb County Civil Service Commission approval; and any other matters incident thereto:

Slot #s	Title	Hourly Rate
564, 2107, 575, 571, 573	Community Affairs Clerk	\$13.07-9/A

Issue: In order to obtain a larger pool of applicants, the Webb County Sheriff's Office is requesting modifications to the job description as follows: (1) change years of experience to 1 year experience; (2) change education to high school or GED preferred; and (3) eliminate typing test requirements.

Solution: Seek authorization from the Webb County Commissioners Court to make these changes to the job description.

Result: The Webb County Sheriff's Office will be able to obtain a larger pool of applicants.

- c. Discussion and possible action to approve the job description modification of the following Slot; subject to any applicable Civil Service guidelines, effective immediately upon approval by Webb County Civil Service Commission; and any other matters incident thereto:

Slot #	Title	Hourly Rate
566	Cook	\$11.84 - 7/A

Issue: In order to obtain a larger pool of applicants, the Webb County Sheriff's Office is requesting modifications to the job description as follows: (1) change years of experience to 1 year; and (2) change educational background to high school or GED preferred.

Solution: Seek authorization from the Webb County Commissioners Court to make these changes to the job description.

Result: The Webb County Sheriff's Office will be able to obtain a larger pool of applicants.

- d. Discussion and possible action to enter into a Memorandum of Understanding (MOU) between the Webb County and Casa Misericordia Domestic Violence Shelter that documents and memorializes the coordination, collaboration, and partnership critical to the implementation to the Improving Criminal Justice Response Grant Program. This MOU is a mandatory component required as part of the grant application that was approved on December 9, 2019 (Item No. 9b under Consent Agenda). The aforementioned grant has no cash match and will have no impact on the general fund. The grant is anticipated to start on October 1, 2020 and continue until September 30, 2023. **[Requested by Martin Cuellar, Webb County Sheriff]**

Issue: Violence against women is among the most intractable and deadliest criminal justice problems in the United States, especially domestic violence and in the South Texas area. According to published statistics, the number of American women between 2001-2012 who were murdered by current or ex male partners in the United States was 11,766. That's almost double the amount of casualties lost during wars in Afghanistan and Iraq. Women who will be victims of severe violence by an intimate partner in their lifetimes are 1 in 4. ("30 Shocking Domestic Violence Statistics That Remind Us It's An Epidemic" Vagianos 10/23/2014)

Solution: Casa Misericordia Domestic Violence Shelter and the Webb County Sheriff's Office seek to continue their coordinated, collaborative efforts to assist victims of domestic violence in the local Laredo/Webb County Community.

Result: Victims of domestic violence, sexual assault, dating violence, and stalking in the Laredo/Webb County area will continue to receive improved, enhanced services from the Casa Misericordia Domestic Violence Shelter and the Webb County Sheriff's Office to assist them with needed recovery, restitution, privacy, justice, and dignity.

20. **Veteran's Office**

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective January 13, 2020.

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
2260	Administrative Secretary	\$13.73 - 10/A

Issue: The employee that was in slot #2260 was transferred to a different position effective December 6, 2019.

Solution: Request to fill this vacant slot will allow the department to continue to operate efficiently, with the opportunity of step increase after a six-month probationary period.

Result: The filling of slot #2260 will allow the department to run on a full staff if the court grants approval.

21. **Water Utilities**

- a. Discussion with possible action to approve the execution of a construction contract between Webb County and Back Up Solutions, Inc., pursuant to prior award for RFP 2019-011 "Colorado Acres Water Treatment Facility Rehabilitation" Project to the sole proposer Back Up Solutions in the amount of \$139,850.00 and authorizing the Webb County Judge to execute any and all relevant documents and any other matters incident thereto. **[Requested by Tomas Sanchez, Utilities Dept. Co-Director (2019A Bond Series 3869-7230-001-474501-030)]**

Issue: Under current conditions and due to inoperable equipment, the Colorado Acres RO facility has been out of service requiring the delivery via truck and tanker and an average of 40,000 gallons of water daily for the use of residents of the Las Lomas colonias.

Solution: Award RFP to sole proposer who will rehabilitate and improve the inoperative equipment to current standards in order to provide services to the residents of Las Lomas colonias.

Result: With the rehabilitation of the existing facilities, sufficient water could be provided for the Las Lomas residences without significant expenditure of labor, equipment, and fuel.

REGULAR AGENDA

Honorable Victor Villarreal, County Court at Law 2 Judge

22. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within the General fund:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-2070-001-433001	Court Appointed Attorney	\$10,000	\$2,500	\$10,000	\$7,500.
To:	1001-2070-001-451003	Court Interpreter/Reporter	\$6,500	\$2,500	\$1,075	\$3,575

Issue: Account #1001-2070-001-451003 (Court Interpreter/Reporter) requires additional funds to cover expenses.

Solution: A line item transfer will assist in account not reaching a deficit.

Result: The transfer of funds will cover expenses.

Casa Blanca Golf Course

23. Discussion and possible action to authorize the Purchasing Agent to solicit formal Competitive Sealed Proposals for the construction, rehabilitation and alteration of the Casa Blanca Golf course facility to include a new outdoor seating area, entertainment area and renovations to existing concrete slabs in accordance with the Texas Government Code; Sub-Chapter D. Competitive Sealed Proposal Method, Section 2269.151 (Contracts for Facilities) **[Accounts #7110-6040-001-474501 (Casa Blanca Golf Course Series 2013 Construction In Progress) and #7130-6040-001-474501 (Casa Blanca Golf Course Series 2019A Construction In Progress)]**

Issue: Currently our outdoor floor space is rundown and unsafe for use. We do not have an outdoor party area that can generate additional income for private parties and or events.

Solution: Authorize Purchasing Agent to solicit RFP's from qualified contractors.

Result: Secure competitive seal proposals for award as per State Law.

24. Discussion and possible action to set fees for the Casa Blanca Golf Course (senior fees remain unchanged), establish a "Players Club" membership program with an annual membership cost of Twenty-Nine Dollars and Ninety-Five cents (\$29.95) authorizing discounts and complimentary rounds in three categories of golfer: (1) Industry - PGA/LPGA Members, GC Superintendents; (2) Employees and (3) Promotional, directing the Golf Course Operator to submit, monthly, a promotions, discounts and complimentary rounds report and any matters incident thereto.

25. Discussion and possible action to authorize the Purchasing Agent to solicit for formal Requests for Qualifications (RFQ) for Architectural/Engineering Services to prepare design plans and constructions documents for the Casa Blanca Golf course facility renovation project to include a new outdoor seating area, entertainment area and renovations to existing concrete slabs in accordance with the Texas Government Code; Chapter 2254.001 (Professional Services Procurement Act) **[Accounts #7110-6040-001-474501 (Casa Blanca Golf Course Series 2013 Construction In Progress) and #7130-6040-001-474501 (Casa Blanca Golf Course Series 2019A Construction In Progress)]**

Issue: Competitive Sealed proposal delivery method requires for the Government Entity to select or designate an architect or engineer to prepare construction documents for project.

Solution: Solicit for qualified architectural firms to design and prepare construction documents for Webb County as per State law.

Results: Secure RFQs for selection based on qualifications.

Human Resources

26. Discussion and possible action to conduct interviews for the Webb County Utilities System Director position (Slot #1333, Pay Grade 26 - \$84,629.86 annually), and to select a candidate from a list of qualified applicants; and any other matters incident thereto. (Contingent on successful pre-employment process). **[Executive Session may be requested pursuant to Texas Government Code, Title 5, Subchapter D, Section 551.017 (A) (B) and Section 551.075]**
27. Discussion with possible action to approve the relocating of the Human Resources Department from its current location on the 2nd floor of the Billy Hall Administrative Building to the 3rd floor of the Billy Hall Administrative Building and to remodel the new location (if needed) for use as new office space for the Human Resources Department and Payroll Division. **[Account #1001-1100-001-443000-260 (Repairs & Maintenance - Administration)]**

Issue: The Human Resources Department currently shares offices space with the Risk Management Department and have outgrown their current office space resulting in the Payroll Division to be temporarily housed in a separate conference room in the building.

Solution: Office space in the County Attorney's Office, formerly occupied by the Right-of-Way Division within the Engineering Dept., has been identified as available space to be utilized.

Result: Adequate office space will be provided to the Human Resources Department and Payroll Division.

Auditor

28. Discussion and possible action to approve, by Order, the following budget amendment (line item transfer) within Debt Service Fund #4100:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	4100-9070-001-483037-265	Interest (Key Govt)	\$33,000	\$20,565	\$30,478	\$9,913
To:	4100-9060-001-483003-265	Principal (Key Govt)	\$192,000	\$20,565	\$0	\$20,565

Issue: Line item transfer is needed to cover first payment to Key Government Finance within allocated principal and interest line accounts.

Solution: With Court approval of line item transfer, expenses for the remainder of the fiscal year will be covered.

Result: There will be sufficient funds to cover current and projected expenditures.

30. Discussion and possible action to approve, by Order, the following budget amendment (line item transfers) within General Fund #1001:

	Acct. Number	Acct. Name	Adopted	Request	Current	End Bal.
From:	1001-1130-001-431007-025	Contingency Reserve	\$856,000	\$429,520	\$856,000	\$426,480
To:	1001-1100-001-443000-255	R&M - Justice Center CCL#2	\$75,000	\$8,143	\$57,453	\$65,596
	1001-1130-001-432001	Professional Services	\$400,000	\$51,180	\$253,088	\$304,268
	1001-2450-001-443000-020	R&M Buildings Juvenile	\$32,100	\$14,750	\$3,370	\$18,120
	1001-2450-001-470000	Capital Outlay	\$0	\$355,447	(\$355,447)	\$0
				\$429,520		

Issue: Line Item transfer is needed to cover prior year open purchase orders that have been carried over to FY-2020. Funding is available in contingency reserve to cover prior year purchase orders.

Solution: With court approval of line item transfer, expenses for purchase orders will be covered for the remainder of the fiscal year.

Result: There will be sufficient funds to cover current expenditures.

31. Discussion and possible action to approve and adopt an amended Debt Management Policy, and any other matters incident thereto. **[Requested by Rafael Pérez, County Auditor]**

Issue: Review, amend, and/or modify existing policy.

Solution: Commissioners Court to adopt debt management policy.

Result: The County will have an updated amended policy for debt management.

32. Discussion and possible action to amend, by Order, the 2020 Capital Project funds budgets to the fiscal year-end 2019 available carry over balances. The proposed Capital Project budgets were based on estimates as of August 2019.

Issue: Capital Project budgets require the correct available balances for 2020.

Solution: Capital Project budgets will have the appropriate funding to perform their intended purpose.

Result: With these budget amendments, the Capital Project budgets will have the correct available balances for October 1, 2019.

Civil Legal Division

33. Discussion and possible action to accept the donation of 2.2501 acres out of Tract 41, Ranchito Las Lomas Subdivision (having a value of \$8,500.00 per acre) and thanking the donor, Haynes Rentals, Ltd. and the Haynes family for said donation and authorizing the County Judge to sign all relevant documents.

Elections

34. Discussion and possible action for the Order of Primary Election and to authorize and establish the Main and Temporary Branch Early Voting Polling Sites for the March 3, 2020 Primary Elections within Webb County, Texas pursuant to Chapter 85, Texas Election Code.

Planning

35. Discussion and possible action to appoint Ms. E. Diana Cantu, DR License #OS0035048 of the Planning Department as Webb County's "Designated Representative" ("DR") effective immediately for the administration and enforcement of Webb County's On-site Sewage Facility (OSSF) Order; authorize the County Judge to execute all documents necessary to effectuate the assignment of the "Designated Representative" with the Texas Commission on Environmental Quality (TCEQ); and any matters incident thereto.
36. Discussion and possible action to approve the following personnel reorganization for the Environmental Health & Sanitation Department and Planning Department in an effort to ensure that the county meets the minimum Texas Commission on Environmental Quality (TCEQ) requirements for the On-Site Sewage Facilities (OSSF) program; utilize the department's existing payroll and operational funds to provide all necessary funding; and any other matters incident thereto. **[Sponsored by Webb County Judge Tano E. Tijerina]**

Issue: With the loss of the County's only licensed DR (Designated Representative for OSSF) last October, TCEQ and a contracted DR provided much needed assistance in the County's OSSF program. During this period, several existing deficiencies were identified and recommendations were offered for the County to implement safeguards to ensure the future integrity of the program.

Solution: Obtain more than one licensed DR for regular oversight of the County's OSSF program and an additional employee to serve as "back-up" to minimize disruption of public services. Segregate field inspections from "in-take" duties and administrative functions to implement a "checks and balance" plan to ensure the integrity of the program.

Result: An enhanced OSSF Program that ensures compliance with TCEQ's minimum requirements that eliminates potential fiscal impacts from non-compliance and provides adequate staffing to meet increased demands for public service relating to OSSF and development in the county's jurisdiction.

Proposal for Environmental Health & Sanitation Department:

Delete Slot 2819	Sanitarian Administrator	20/R	\$57,792.00
Create new slot xxxx	Administrative Assistant	12/A	\$31,518.75
Create new slot xxxx	Senior Planner	19/A	\$44,535.17
Create new line item	DR Stipends		\$20,000.00

Proposal for Planning Dept.:

Re-Classify Slot 2360	Senior Planner to Principal Planner	21/A	\$51,647.14
Delete	Part-Time	N/A	\$13,000.00

Distribution of DR Stipends (3 max)

DR Licensed Employee	Assigned as DR Admin	\$8,000.00
DR Licensed Employee	Assigned as DR Field	\$8,000.00
DR Licensed Employee	Assigned as DR Secondary or back-up	\$4,000.00

Purchasing

37. Discussion and possible action to approve the execution of a twenty-one (21) month building lease contract effective January 13, 2020 and ending September 30, 2021 between Webb County and McPherson Plaza, LTD, pursuant to the prior approval and award of sole source lease contract for approximately 3,000 square feet of building space located at 5711 McPherson Road for the purpose of housing the Webb County Sheriff's Safe Haven program and authorizing the Webb County Judge to execute any and all relevant documents; and any other matters incident thereto. **[DOJ Grant #2018-FJ-AX-0007; Account #2607-1150-001-444100 (Space Rental OVW Justice for Families Program)]**

Initial Lease Term Two (2) Years	Monthly Rent	Rent/SF/Year	Rent/Year
01-01-20 - 09-30-20	\$5,400.00	\$21.60	\$48,600.00
10-01-20 - 09-30-21	\$5,562.00	\$22.25	\$66,744.00
Option to Extend Term			
10-01-21 - 09-30-22	\$5,728.86	\$22.92	\$68,746.32

Issue: Commissioners Court authorized the Purchasing Agent to negotiate the lease terms with the awarded sole source vendor that met all the Grantors space requirements for the Safe Haven Program under the direction of the Webb County Sheriff.

Solution: Approve the final lease terms as submitted by the Purchasing Agent. Final rental amounts will fall under the grant budget for space rental expenditures. Lease terms include \$18,000.00 of owner improvements to accommodate the space modifications to fit program needs.

Results: Execute the lease agreement to initiate the improvements needed to move in Webb County Sheriff's staff and proceed with safe haven operations provided to Webb County citizens needing a safe environment for visitation for custodial and non-custodial clients.

38. Status report on Tex Mex Parking Lot project with discussion and possible action to approve the implementation of parking fees for use of the public parking facility by the public and any other matters incident thereto.

Issue: Commissioners Court authorized the purchase of a parking lot access system in conjunction with the approved parking lot construction to provide the public with parking options when conducting business with Webb County. Parking fees need to be established if the Court desires to charge the public for use of this parking facility.

Solution: Authorize Staff to implement parking fees as determined and adopted by Commissioners Court.

Result: Implement parking fees as approved by Commissioners Court.

Commissioners Court Administrator

39. Discussion and possible action to enter into a Depository contract with Falcon International Bank as per RFA #2019-001 for a four (4) year term with an additional two (2) year renewal term, effective June 1, 2019, approving as security (in the amount of 110% of deposits, excluding FDIC insured accounts) an irrevocable letter of credit drawn of a third party federal bank, authorizing the release of the "good faith guarantee" and any matters incident thereto; authorizing the County Judge to sign all relevant documents.

Honorable Rosaura "Wawi" Tijerina, Webb County Commissioner Pct. 2

40. Discussion and possible action to approve Phase VI reimbursement, as per agreement by and between Webb County and A.F.W. Investments II, LTD., a Texas Limited Partnership (AFW Investments) and GAG of Laredo Investments, LLC., a Texas Limited Liability Company (GAG of Laredo). Phase VI of the Phoenix Village Subdivision is in the sum of \$112,942.09, this reimbursement amount has been verified by the Webb County Engineering Department; and any other issues thereto; and have the County Judge sign any relevant documents. **[Account #1001-1130-001-431007-010 (Operational Reserve)]**

Issue: Additional costs incurred by AFW Investments and GAG of Laredo at their Phoenix Village Subdivision.

Solution: Reimbursement Agreement was approved in Commissioner Court on January 11, 2016, Item 15, for Phases I-VI, to handle the excess post development water and/or storm-water runoff created by subdivision improvements made and constructed by Webb County to the Los Altos Phase I Subdivision, Tanquesitos South Acres Subdivision, and an un-platted subdivision known as Tanquesitos II.

Result: Payment for reimbursement of costs for completed Phase VI of the Phoenix Village Subdivision.

Honorable Tano E. Tijerina, Webb County Judge

41. Discussion and possible action authorizing the county purchasing agent and building maintenance department to procure and install Three (3) flagpoles in the North side parking area of the Webb County courthouse; and any other matters incident thereto.

Presentations

42. Presentation by Bobby Peregoy, President of the Washington's Birthday Celebration Association (WBCA), regarding the upcoming WBCA events with presentation of the 123rd Celebration's Commemorative Poster to the Webb County Judge and Commissioners Court. **[Requested by Tano E. Tijerina, County Judge]**
43. Recognition and presentation of plaque to Anissa Mendez, the newly crowned Miss Texas Teen USA. **[Requested by Tano E. Tijerina, County Judge]**
44. Recognition and presentation of certificate to Inocencia Aguilar for placing third at the Battle of Texas Body Building Competition in Irving Texas this past December. Ms. Aguilar got two 1st Place wins in the Bikini Master division, the first at the Mr. Laredo competition and then again at the Iron House competition in McAllen. **[Requested by Jesse Gonzalez, Commissioner Pct. 1]**

45. **Communications**

46. **Adjourn**

The Webb County Commissioners Court hereby reserves the right to go into closed session at any time during this public meeting, if such is requested by the County Attorney or other legal counsel for the County, pursuant to his or her duty under Section 551.071(2) of the Government Code, to consult privately with his or her client on an item on the agenda, or on a matter arising out of such item.

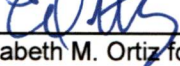


DISABILITY ACCESS STATEMENT



Persons with disabilities who plan to attend this meeting and who may need auxiliary aid of service such as interpreters for persons who are deaf or hearing impaired, readers, or need large print are requested to contact the court administrator at (956) 523-4622.

DATED THIS 10th DAY OF JANUARY, 2020

By: 
Elizabeth M. Ortiz for Melinda Mata
Court Administrator

CERTIFICATION OF NOTICE AND POSTING

I, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the 10th day of January, 2020 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

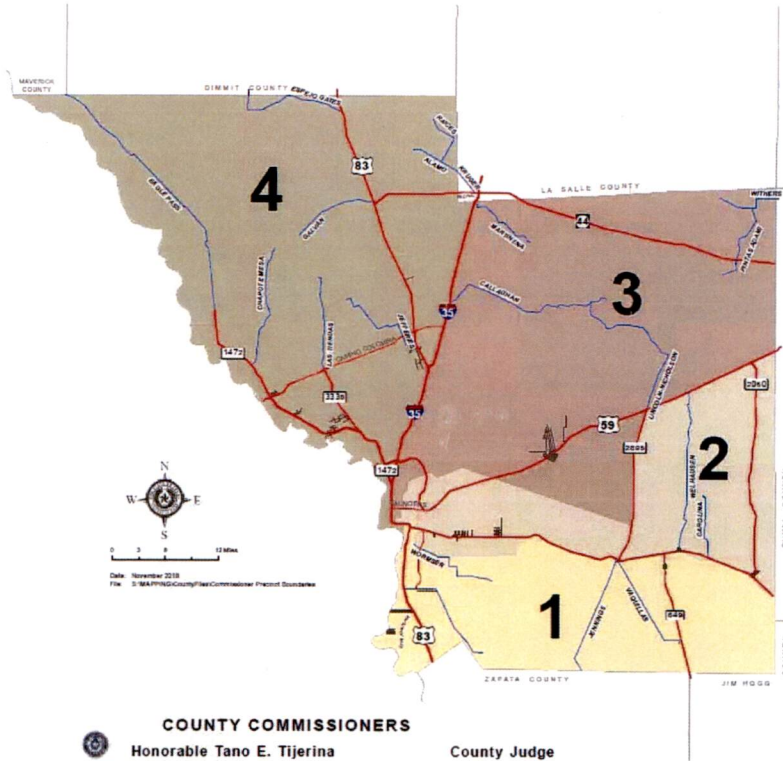
DATED THIS 10th DAY OF JANUARY, 2020

MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS

BY: 
Margie Ramirez-Ibarra, County Clerk

By: Mario A. Trevino Jr., Senior Deputy Clerk





COUNTY COMMISSIONERS

	Honorable Tano E. Tijerina	County Judge
	Commissioner Jesse Gonzalez	Precinct 1
	Commissioner Rosaura "Wawi" Tijerina	Precinct 2
	Commissioner John C. Galo	Precinct 3
	Commissioner Cindy Liendo	Precinct 4

Webb County, Texas Commissioner Precinct Boundaries